

Dear LCA Elementary Parents,

We hope this finds you well!! Please be in prayer for patience and grace as we begin our new school year. We want to inform you of how carline will look this year at our IBC campus and give you some reminders. Please see below our daily arrival and dismissal routines.

MORNING ARRIVAL Drop Off: Times and Lanes will be broken up into two stages using the alphabet system. Please note that if you have a younger student with an older sibling, please use your **youngest child's** grade level drop off lane. Students will need to remain in their car until an LCA teacher/staff has taken their temperature and releases them to go to their class. Masks will always be required during transition periods throughout the day.

***If your child's last name begins with letters A-L, your arrival time is 7:55-8:10.**

***If your child's last name begins with letters M-Z, your arrival time is 8:10-8:25.**

TK-1st (with or without siblings) will be using **Lane 1 only**.

2nd Grade (with or without siblings) will be using **Lane 2 only**.

3-5th Grades (with or without siblings) will be using **Lanes 3 & 4**. *** Both lanes will be utilized, so please choose the lane with the fewest number of cars at the time of your arrival.**

AFTERNOON DISMISSAL Begins at 3:20:

Lane 1: Preschool-2nd Grade

Lane 2: Carpool – TK-5th Grade

Lane 3: 5th Grade

Lane 4: 3rd/4th Grades

REMINDERS

- At this time, all families must use carline. We will not be allowed to have any parents park and walk their child(ren) to their class in the morning. This also applies to afterschool dismissal. Please do not park and walk into the building to pick your child(ren) up.
- If your child(ren) has an appointment, we ask that you inform the teacher, Rachel Watts or Missy Thomas no later than the morning of the appointment the time that you will need to pick them up. This will assist us in having your child ready for you. For **TK-2nd grade please wait for your child in your car in lane one (door #7); 3rd-5th grade please use lane 2 (door #8)**. *A staff member will walk your child out to your car. They will also have a sign-out sheet for you to sign.*

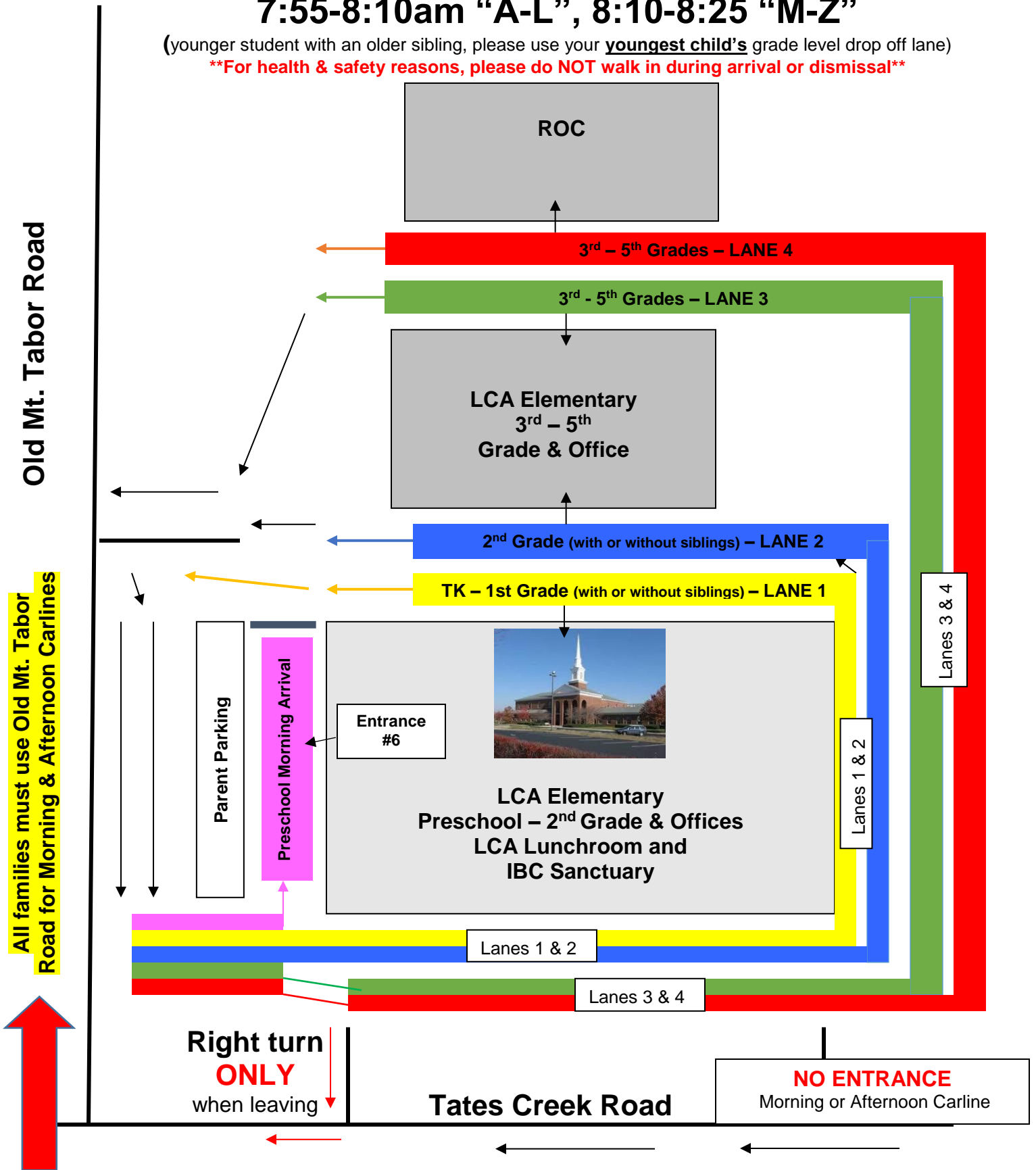
Thank you for partnering with us during this season, as we remain vigilant and committed in taking all precautions necessary to follow the safety and healthy guidelines.

Carline Arrival Map 2020-21

7:55-8:10am "A-L", 8:10-8:25 "M-Z"

(younger student with an older sibling, please use your youngest child's grade level drop off lane)

****For health & safety reasons, please do NOT walk in during arrival or dismissal****



Carline Dismissal Map 2020-21

3:20-3:45pm

****For health & safety reasons, please do NOT walk in during arrival or dismissal****

